

INFORMATION SYSTEMS BOARD MEETING

Date: 17 October 1983
Time: 1530 - 1630 hours
Place: DCI Conference Room 64, HDQS)

Agenda
(Revised)

I. Old Business

A. Announcements

B. Reports from the Working Groups



Artificial Intelligence Applications Working Group Charter Presentation [redacted] ISRD/ORD/S&T and Group Chairman)



Computer Security Working Group Charter Presentation [redacted] C/ISSG/OS/DA and Group Chairman)



Executive Information Systems Working Group Charter Presentation [redacted] SA/ODDO and Group Chairwoman)



Requirements and Technology Acquisition Working Group [redacted] C/SINAG/MLS/OC/DA and member of Working Group)

II. New Business

A. Briefing on the Proposed Reorganization of ODP [redacted] D/ODP)

B. Discussion of Any ADP Issues Concerning Board Members

III. Next Meeting: 15 November 1983, 1530-1630 hours
7D64 HDQS

Topics: Interim Report from the Workstation Environment Working Group on the Options for Merging Word and Data Processing in Current Agency Systems

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17 OCT 1983

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1. Artificial Intelligence Applications Working Group Charter Presentation [redacted] ISRD/ORD/S&T and Group Chairman)

2. Computer Security Working Group Charter Presentation [redacted] C/ISSG/OS/DA and Group Chairman,

3. Executive Information Systems Working Group Charter Presentation [redacted] SA/ODDO and Group Chairwoman)

4. Requirements and Technology Acquisition Working Group [redacted] C/IHG/Compt and Group Chairman)

II. New Business

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September 1983

CHARTER OF THE EXECUTIVE INFORMATION
SYSTEMS WORKING GROUP
OF THE CIA INFORMATION SYSTEMS BOARD

- Define required functions for an executive information and decision support system for the office of the DCI and the front offices of the Directorates, including memoranda and mail routing, budget and personnel management, and planning. Such functions are mostly performed by the Staffs that support these Offices.
- Provide architecture options that include supporting such functions over two time periods the first period to cover the next 18 months and the second to include beyond the next 18 months.
- Outline system integration considerations, including user acceptance for each architecture option and recommend an integration schedule.
- In conjunction with other working groups identify technology that may have application for executive information systems in the 1990's.

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EXECUTIVE INFORMATION SYSTEM WORKING GROUP MILESTONES

1. Define required functions for an executive information and decision support system for the office of the DCI and the front offices of the Directorates, including memoranda and mail routing, budget and personnel management, and planning. Such functions are mostly performed by the Staffs that support these Offices.
 - o Interview executives on their information requirements. 1 December 83
 - o Project requirements which are likely to arise as executive information systems become available. 1 December 83
 - o Examine selected private sector approaches to executive information and decision support systems. FY 84/2
2. Provide architecture options that include supporting such functions over two time periods—the first period to cover the next 18 months and the second to include beyond the next 18 months.
 - o Examine existing Agency data bases, including hardware and software. FY 84/2
 - o Evaluate applicability of above to executives' information needs. FY 84/3
 - o Study and evaluate current and projected developments in relevant areas (e.g. decision support systems, graphics). FY 84/3
 - o Develop short-term and long-term options based on above. June 84
3. Outline system integration considerations, including user acceptance for each architecture option and recommend an integration schedule. FY 84/4
4. In conjunction with other working groups identify technology that may have application for executive information systems in the 1990's. FY 85/1

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Purpose

The purpose of the ISB and its working groups as a whole is to improve the effectiveness of Agency information handling activities. The focus of our working group is the requirements and technology acquisition process. In particular, we are to examine, with an Agency-wide perspective, the process of formulating, validating, and coordinating Agency requirements for information handling services, and propose improvements where they are warranted. We are to pay particular attention to the role of new technology in the requirements process.

Objectives

Our objectives are as follow:

1. To recommend a methodology for developing Agency requirements for information systems and services, including related communications and security services. The methodology must explicitly include the systematic consideration of the latest available information systems technology.
2. To examine the Agency's ability to use the recommended requirements methodology with its given organizational structure, and to suggest organizational improvements where they are warranted.
3. To address specific requirements as raised by the ISB, members of this working group, and members of other working groups.

Scope of Work

For the Requirements and Technology Acquisition Working Group's purposes, information handling systems of interest consist of, but are not limited to, electronic technologies, including text, data, voice, video, communications, imagery, and graphics, as well as related processes and services, included in the CIA Program.

Organization and Responsibilities

The Requirements and Technology Acquisition Working Group is responsible to the ISB. Requirements Working Group members shall select a Chairman to serve at the pleasure of the group. The chairman will prepare the agenda for group meetings, be the group's spokesman, perform final editorial review on written material prepared by the group, and arrange for the taking of minutes of the working group meetings. The working group will forward minutes of its meetings to the ISB Executive Secretary and present its findings and recommendations to the ISB Chairman orally or in writing, at his discretion.

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COMPUTER SECURITY WORKING GROUP
OF THE CIA INFORMATION SYSTEMS BOARD

DRAFT CHARTER

Purpose

The Computer Security Working Group (CSWG) has been formed to support the Information Systems Board in ~~the~~ deliberations of information systems security issues in the CIA.

Objectives

1. To present a draft charter for a permanent inter-directorate monitoring group to produce recommendations on information system security issues. These recommendations would be available to the Information Systems Security Group/OS and to Agency information resource managers.
2. To broadly examine the threats, vulnerabilities and risks associated with Agency ADP systems, policies and practices.
3. To assess existing and proposed Agency information systems security and data sharing policies. These will be analyzed from the viewpoint of security and operational impact on the Agency and Intelligence Community.
4. To analyze appropriate new safeguards for selected systems and to present recommendations of potential high payoff security initiatives to the ISB .
5. To assess the cost and operational impact of potential security enhancements to selected Agency information systems.